

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Building Maintenance and Utilities Div. DATE: 30 April 1951
 FROM : Chief, Telephone Branch
 SUBJECT: Telephone Branch Monthly Report

1. Noted hereon are charges for services rendered by The Chesapeake and Potomac Telephone Companies and The American Telephone and Telegraph Company for the month of February 1951.

Telephone Service Bill	\$13,543.99
Long Distance Bills	3,591.65
	617.44
T.T. Channels, L.L.'s, P.L.'s and TWX	4,305.78
Miscellaneous	187.60
	<u>\$22,246.46</u>

2. The following additional information is submitted for the month of February, 1951:

- a. Total number and cost of outside local calls placed over switchboard,
 No. of calls - 87,541 Cost - \$3,002.94
- b. Non-recurring installation charges for station equipment --- \$756.50
- c. Recurring rental of new station equipment less value of station equipment disconnected - increase \$141.25
- d. Non-recurring move or relocation charges for station equipment already in use --- \$269.50

3. Also, listed below are estimated amounts for services to be rendered during the month of May 1951.

Telephone Service Bill	\$14,500.00
Long Distance Bills	4,500.00
	1,000.00
T.T. Channels, L.L.'s, P.L.'s and TWX	4,500.00
Miscellaneous	300.00
	<u>\$24,800.00</u>

4. A total of 82 requisitions for services were processed by this Branch during the month of April, 1951. These included requests for moves, changes of equipment, additional equipment, termination of equipment, etc. There are 80 unused branch lines available for

TRANSMITTAL SLIP			
<i>File</i>		<u>11 May 1951</u> DATE	
TO:		Chief, Admin. Services	
BUILDING North		ROOM NO. 201-A	
REMARKS: This is to advise you that as of May 6, all orders with the exception of two had been processed.			
25X1A9A			
FROM:			
BUILDING North		ROOM NO. 215	
		EXTENSION 	
FORM NO. 36-8 SEP 1946			

25X1